

DEPARTMENT OF BENEFIT PAYMENTS  
744 P Street, Sacramento, CA 95814  
916/445-7046



February 2, 1978

ALL-COUNTY LETTER NO. 78-5 (Fin. Mgt. Services)

TO: ALL COUNTY WELFARE DIRECTORS  
ADMINISTRATIVE SERVICES OFFICERS  
WELFARE FISCAL SUPERVISORS  
COUNTY AUDITORS

SUBJECT: Purchase of Service Public Agencies - Memo Billed

REFERENCE:

This is to inform you that effective July 1, 1978, counties can no longer use "memo bills" to claim county welfare administrative expenditures for services purchased from a public agency.

In order to eliminate the cumbersome procedure of trying to reconcile A-87 costs with memo billings and, most importantly, to eliminate the occurrence of duplicate billing for the same service, it is necessary to discontinue the use of memo bills. Therefore, for costs of services provided by other public agencies to be claimable, the costs must be either: 1) allocated through the Countywide Cost Allocation Plan, or 2) cost applied or direct billed by the provider agency and reflected as a welfare expenditure in the official records of the county.

Should you have any questions regarding the above information, please contact the Financial Planning Section or your Fiscal Monitor at 916/445-7046.

Sincerely,

  
R. E. REICH  
Deputy Director

cc: CWDA